

FREEDOM OF INFORMATION ACT ANNUAL REPORT

FOIA Data Submission Form for Treasury Bureaus

Fiscal Year 1998

(Oct. 1, 1997-Sept. 30, 1998)

II.B. Brief description of your bureau's response time ranges.

Response time in FY98 was 17 calendar days for ALL. Although we do not use a formal multitrack process, simple requests are turned around in our public disclosure room within 24 hours of receipt.

C. Brief description why some requests are not granted.

The most common reasons why requests for records could not be granted are 1) they are bank examination-related, and 2) they include trade secrets that constitute proprietary information.

III. Definition of terms and acronyms used in this report.

A. List your agency-specific acronyms or terms.

NONE

IV. Exemption 3 Statutes.

A. List of Exemption 3 statutes relied on by the agency during the fiscal year.

NONE

V. FOIA/PA Access Requests. Include all access requests, whether first-party or third-party.

A. Number of initial requests. Total of the numbers in lines 1 and 2, minus the number in line 3, should equal the number in line 4.

1. Number of requests pending as of end of preceding fiscal year: 5

2. Number of requests received during the current fiscal year: 6,846
Plus these received by our fax-on-demand: 17,636
TOTAL: 24,492

3. Number of requests processed during the current fiscal year: 24,487

Note: The OCC released 176,359 pages via our fax-on-demand system during FY 98. During the same period, we released an additional 2.6 million pages via our website.

B. Disposition of initial requests.

1. Total grants 24,419
2. Partial grants 31
3. Denials 32

A. Number of times each FOIA exemption used (counting each exemption once per request):

| | | |
|------------------|--------------------|--------------------|
| (b)(1) <u>0</u> | (b)(6) <u>17</u> | (b)(7)(E) <u>3</u> |
| (b)(2) <u>0</u> | (b)(7)(A) <u>0</u> | (b)(7)(F) <u>0</u> |
| (b)(3) <u>0</u> | (b)(7)(B) <u>0</u> | (b)(8) <u>39</u> |
| (b)(4) <u>25</u> | (b)(7)(C) <u>3</u> | (b)(9) <u>0</u> |
| (b)(5) <u>20</u> | (b)(7)(D) <u>3</u> | |

4. Other reasons for nondisclosure (total): 625

- a. No records 166
- b. Referrals 178
- c. Withdrawn 74
- d. Fee-related 23
- e. Records not reasonably described 42
- f. Not a proper FOIA request for some other reason 81
- g. Not an agency record 0
- h. Duplicate request 3
- I. Other : records destroyed in due course: 1
closed without determination: 57

VI. Appeals of initial denials of FOIA/PA requests. Again, include all access requests, whether first-party or third-party.

A. Number of Appeals

1. Number of appeals received during the fiscal year: 10
2. Number of appeals processed during fiscal year: 10

B. Disposition of appeals

1. Number completely upheld: 3
2. Number partially reversed: 3
3. Number completely reversed: 1

| | | |
|-----------------|--------------------|--------------------|
| (b)(1) <u>0</u> | (b)(6) <u>3</u> | (b)(7)(E) <u>0</u> |
| (b)(2) <u>0</u> | (b)(7)(A) <u>1</u> | (b)(7)(F) <u>0</u> |
| (b)(3) <u>0</u> | (b)(7)(B) <u>0</u> | (b)(8) <u>4</u> |
| (b)(4) <u>1</u> | (b)(7)(C) <u>1</u> | (b)(9) <u>0</u> |
| (b)(5) <u>4</u> | (b)(7)(D) <u>1</u> | |

4. Other reasons for nondisclosure (total): 3

- a. No records 0
- b. Referrals 0
- c. Withdrawn 3
- d. Fee-related 0
- e. Records not reasonably described 0
- f. Not a proper FOIA request/appeal for some other reason 0
- g. Not an agency record 0
- h. Duplicate request 0

I. Other: 0

VII. Compliance with Time Limits/Status of Pending Requests

A. Median time for processing requests.

17 Calendar days for all requests. Although multitasking is not formally used, simple requests are turned around within 24 hours by our Public Disclosure Room.

1. *N/A.*

2. *N/A.*

3. *N/A.*

B. Status of pending requests.

1. Number of requests pending at end of FY98: 5 .

2. Medium number of days that such requests were pending as of that date: 12

VIII. Comparisons with previous years. (Not Required).

N/A.

IX. Costs/FOIA Staffing

A. Staffing levels.

1. Number of full-time FOIA personnel: 8

2. Number of personnel with part-time or occasional FOIA duties (in total work-years): 0 .

3. Total number of personnel (in work-years): 8

B. Total costs (staff and resources combined).

1. FOIA processing (including appeals): \$525,920

2. Litigation-related activities (estimated): \$35,000

3. Total costs: \$560,920

4. Comparison with previous years. (Not Required.)

Please note that during the fiscal year, I lost one position that has not been refilled.

- C. Statement of additional resources needed for FOIA compliance (optional.).

X. Fees

- A. Total feels collected FY 98: \$207,122.70

- B. Percentage of total costs: 37%